



MEMORANDUM

TO: Department Directors

FROM: Marc A. Ott, City Manager

DATE: October 17, 2012

SUBJECT: 2012 Service Austin Days

Part of what makes Austin a special place to live and work is the wonderful spirit of volunteerism among our citizens. Every year, the Rotary Club of Austin successfully harnesses that spirit for *Service Austin Days* – a weekend in which hundreds of volunteers contribute their time and talents to make our city a better and stronger community. This year's event will be held Friday, November 16th through Sunday, November 18th.

Just like last year, the City of Austin is proud to once again partner with the Rotary Club to make *Service Austin Days* one of our community's leading volunteer events. This is where we need your help!

If you have projects within your department that could be performed by volunteers, *Service Austin Days* needs to know about them. Last year, the Rotary Club brought together more than 800 volunteers to work on a variety of projects throughout our community. Some of these included landscaping at schools and parks, repairing hike and bike trails, building wheelchair ramps, and many others. Truly, any projects – big or small – are good candidates.

Attached is a copy of the *Service Austin Days* 'Project Proposal Form.' Because this must be submitted to *Service Austin Days* by Thursday, November 1, 2012, please email your form to Robin.Otto@austintexas.gov by Tuesday, October 30, 2012. If you have any questions, Robin can also be reached at (512) 974-7744. Also feel free to visit the *Service Austin Days* website at www.ServiceAustin.org for more information.

Service Austin Days is an opportunity for the City of Austin to partner with the community and demonstrate in a very visible way why Austin is the most livable city in the nation.

Note: Although the Rotary Club has limited funds, and sometimes requires supervisory assistance from project organizers, they have the ability to gather volunteers committed to investing their energy in community service. Projects typically last from 9 a.m. until 1 p.m., or till 4 p.m., depending on the nature of the work.